

IMAC IT Subcommittee Meeting Minutes

Thursday, October 9, 2003-DHFS, 1 West Wilson St, Room 672

-Submitted by Luann Page, Waukesha County

Present: Jim Jones, Debbie Bigler, Evie Ryan-Tondryk, Eduardo Zuarte, Jill Jokela, Jeanne Brandl, Pam Waffle, Tony Sis, Theresa Fosbinder, Amy Mendel-Clemons, Bob Martin, Divia Nidhi, Dave Hippler, Brian King, Melissa Otter, and Amit Srivastava.

By teleconference: Diane Peterson, Janice Tripp

Housekeeping

Luann Page agreed to write the minutes for the October 9th meeting.

Minutes from the September 11th, 2003 meeting were distributed, reviewed, and approved.

Review Last Month's CARES Changes

- Auto Update of AFEI screen: Suggestions were to add a line for the shift an individual is working. The letter and Employer Verification Form go out with the person's name that generated the notice. Would like to have the worker or number or the capability to change the worker name. There is no address to return the form to on the Employer Verification Form-would like that added. Also, space at the bottom of the form for room to enter a fax number or to add free format text would be helpful.
- ACCC is now scheduled at the end of the driver flow.
- The living arrangement code has been added to AQCM.
- Screen DXSU has been added to display a summary of UC benefits.
- AQIN has been changed so that on confidential cases, the SSN and DOB will not be displayed. Also, using two forward slashes after the name of an individual being looked for will bring up an exact name match. The county number an individual's case is in now displays on AQIN.
- Change Center language was added to notices. Any county may request this addition to their notices.
- A change was made to notices that excludes language regarding not eligible for a program because it wasn't requested.
- ACDP had two new fields added: the telephone number and e-mail address of the payee.

The "suppress all notices" field had to be backed out of production as implementing the change in CARES proved more complicated than anticipated.

The "move all cases" field was to be moved to the bottom of screen CMCA, but due to abending, the change was pulled from production.

There was also a discussion of the FEIN find and what address workers want to see. After much discussion, it was decided that the corporate address would still be used and if a worker wished to change that on AFEI, it could be changed.

The Automated Case Directory went on line and for those who had access, there was much praise for it.

Many at the meeting had not yet received their password or had not had the chance to access the directory (as it went online just days before), so it was decided to discuss this further at the November meeting.

Medicaid Notice 'Roll Up'

The "roll up" of Medicaid notices from 39 categories into 5 is set to go into production at year's end. The 5 categories that will be displayed on notices include: Family Medicaid (BadgerCare, Healthy Start, AFDC-Medicaid, AFDC-Related Medicaid, and Continuous Eligible Newborn), Elderly, Blind, or Disabled, Long Term Care, Medicare Premium, and Limited Benefit Medicaid.

There will be one notice produced per category.

If approved for Medicaid, no budget will be printed. If there is a closure or denial for a financial reason, a budget will be shown. A budget will also show for premiums or deductibles.

The group saw a mock-up of how the notices will look and it was suggested to bold the date or set it off by spacing, indentation, asterisks, etc.

Web Initiatives

The Web will include DWD and DHFS programs. Client Reg. will be what was developed in IM, but now a condensed version of only the necessary items clerical would need to register an individual into CARES. Jim drew a chart of Phase I showing how the flow would work. Divya noted the flow for client reg. is currently being worked on and there are many different scenarios to include, such as if an individual is known to CARES or not known-how would that flow go? The worker wish list is being explored to see if there is anything that can be pulled from that to help in the development of these flows.

Dave added that County CARES Coordinators would be contacted through e-mail asking them to complete an on-line Web Initiatives Survey to gather information about how the screening/resource specialist processes flow in each agency.

Other Business

The group moved to room B139 for a presentation from representatives of IBM and Syscom of a system that would capture electronic data and scan documents, as well as hold the online handbooks. How the workflow and scanning could best be implemented in 72 counties are topics that will be explored by a group that is being formed to discuss such issues.

Next Meeting

November 13, 2003

DHFS Building- 1 West Wilson St.- Room #672